

## Trinity Parish Vestry Meeting Minutes

April 18, 2024

Attendees: Carol Jones, Rob Heath, Bruce Duncan, Rebecca Scruton, Kathy Coles, Connie Harasymiw, Cheryl Chadsey, Melanie Hepburn.

Absent: Don Ghostlaw, Greg Joseph.

6:32pm Meeting called to order.

1. Opening prayer, Bruce Duncan.
2. Monthly reports
  - a. Minutes from March 21<sup>st</sup> meeting. Motion to accept minutes by Kathy Cole, second by Cheryl Chadsey. No discussion. Motion approved unanimously. Motion passes.
  - b. Financial report for March 2024. Rob Heath. Income over budget due to parishioners paying in advance. Expenses continue to be under budget. Altar guild expenses to enhance nativity set with funds left from the Townsend estate. Discretionary fund expenses for gas cards. Investment account continues to increase. Motion to accept financial report made by Rebecca Scruton, second by Bruce Duncan. Motion approved unanimously. Motion passes.
3. Additional agenda items
  - a. Contribution statements. Rob Heath. Please look at your contribution statements because some of them are incorrect. If your statement is incorrect, please let Rob know.
  - b. National Day of Prayer. Kathy Cole. She will represent Trinity at St. Paul's Lutheran Church on May 2nd at 12noon at an interfaith service.
4. New Business
  - a. Invitation to Grace Church, Newington to visit us on Sunday, April 28<sup>th</sup> when Cannon Ranjit Matthews is scheduled to celebrate.
  - b. Creation Care Initiatives. Carol Jones. Some churches have a committee to prepare for the Season of Creation. We could sponsor a tree planting near the church property on actual town property. The cost of \$250-\$300 per tree depending on size and species. Melanie will be in touch with Brian Kenny, Wethersfield Tree Warden. An idea could be to dedicate the tree in the names of parishioners who have died during the past year. Other activities include clean up of the Great Meadow and cleaning up the church grounds. Melanie will reach out to Ann Marie Stavola to add the tree project to Mission and Outreach.
5. Old Business
  - a. Stewardship Realty Update. Connie Harasymiw. A Zoom meeting was held after the last vestry meeting, attended by warden, chair of the property committee, stewardship realty, and members of the town leadership. Shortly after the meeting began, the town announced that there was not enough money to continue to explore using parish facilities for different programming. We agreed to part with Stewardship Realty. Contact information was shared for Amy with Warren of someone who is involved with after-school programs. Wardens will be meeting with property manager from the Diocese this coming week to discuss how to proceed with ADA upgrades.

- b. Priest-in-Charge update. Carol Jones. Discussion of next steps. Wardens will reach out to Cannons to schedule a meeting.
  - c. Parish in Good Standing Update. Connie Harasymiw. Rob Heath and Carol Jones have made sure that we are in compliance with all the requirements (Common Mission Support, Annual Parochial Report, Annual Audit or Review, Annual Parish Survey, Creation Care Parish Report, current property, casualty, group life and dental insurance.)
  - d. Kitchen Inspection Update. Carol Jones met with Ida to review our kitchen and Ida stated that our kitchen meets requirements. We do need to identify a hand washing sink. We would be eligible for a Class 3 License that would get half off of the license which would come to \$180 annual fee. Class 3 allows us to prepare food, store it to cool in fridge and then to warm up next day. Ray Colburn notes that current insurance would cover if we serve. We do need a Food Production Manager who needs to be licensed and certified. The course, Serve Safe, is available on-line and costs \$169, certification lasts for five years.
  - e. Upcoming Projects. Carol Jones. Safe Church and By-Laws. Thought is to have Jo-Anne Formica be the manager of Safe Church trainings and certifications. Recertification for Safe Church is May 26<sup>th</sup>, full Safe Church program is April 24<sup>th</sup>. By-Laws need to be updated so they can be presented at the next annual meeting. Don Ghostlaw might be a good person to review them.
6. Committee Reports
- a. Property Committee. Connie Harasymiw. The ceiling has been removed from the chapel. Work has been done of the outside doors. The entry way outside the office is being repainted and refurbished. New alarm system has been ordered.
  - b. Mission and Outreach. Connie Harasymiw. Don Ghostlaw and Bishop Dogo will be celebrating on Sunday, May 5<sup>th</sup> and may request that we have a Nigerian style dinner. Application to Sustainable Grant will be submitted, with \$3000 contribution from Trinity and we have asked the Diocese to contribute \$5000 to make up the total of \$8000 for the grant. The Backpack food distribution program will start this weekend. They asked if the parish would like to collect for the snack pack program.
7. Closing
- a. Closing prayer. Bruce Duncan.
  - b. Motion to adjourn made by Kathy Cole, second by Rebecca Scruton. Meeting adjourned at 8:21pm.

Minutes respectfully submitted

By Melanie Hepburn, 4/18/2024